

**CITY COUNCIL SPECIAL MEETING MINUTES
TUESDAY, JANUARY 22, 2008
CITY HALL COUNCIL CHAMBERS
22710 E COUNTRY VISTA DRIVE
6:00 P.M.**

INVOCATION

Given by Mayor Van Orman

PLEDGE OF ALLEGIANCE

Led by Mayor, City Council and Staff

CALL TO ORDER

Mayor Van Orman called the meeting to order at 6:10 p.m.

ROLL CALL

Council Member Jenkins (absent)
Mayor Pro Tem Sayrs
Council Member Owens (late)
Council Member Crump
Council Member Schuler
Council Member Olander
Council Member Langford

Doug Smith, Director, Community Dev.
Cindy Smith, City Clerk
Brian Asmus, Chief of Police
Sean Boutz, City Attorney

Mayor Pro Tem Sayrs moved to excuse Council Member Jenkins, seconded by Council Member Crump. Mayor Van Orman called for the vote. Motion Approved. In Favor: Unanimous; Opposed: None

AGENDA APPROVAL

Council Member Crump moved to approve the Agenda, seconded by Council Member Langford. Mayor Van Orman called for the vote. Motion Approved. In Favor: Unanimous; Opposed: None

CITIZEN COMMENTS

None

Mayor Van Orman called a recess at 6:10 p.m. in order for pictures to be taken of the City Council Members. Meeting reconvened at 6:34 p.m.

Doug Smith introduced Troy Mullenix, an EWU Undergraduate Planning Intern, who is working for the Planning Department.

WORKSHOP DISCUSSION

Mayor Pro Tem Sayrs explained the 2008 City Council Standing Committee Assignments. Mayor Pro Tem Sayrs opened the meeting for discussion on whether the Community Development Committee should be split back into Parks and Recreation, and Public Works. After discussions, Council Member Crump felt that Finance and Human Resources should be a combined committee.

Council Member Owens entered the City Council Meeting at 6:44 p.m.

Council Member Olander felt the Community Development Committee should not be split up into subcommittees. He said the City should get into informal subjects and informational topics. Council Member Jenkins felt that a level of expertise was brought to the table. He said you can bring everybody in for an informal meeting and put together a deluge of information, but it is put at a superficial level because nobody is taking the time to dive into the deeper issues because there are so many.

Council Member Crump proposed having a Finance/Human Resources Committee, a Public Safety Committee, Community Development Committee, and a Parks & Recreation Committee. Doug Smith said the Community Development drawback is due to scheduling conflicts, not lack of issues occurring in the community – it's just a matter of coordinating schedules. He felt there would be more production if meetings were held more frequently.

Council Member Owens said it feels like the operation of a committee is a great concept if everyone who serves on the committee trusts the members that are on the committee. I think that before we decide to break the committees up, we need to decide if the committee is actually going to be responsible for making a responsible decision, and bringing those points that are pertinent to the decision making to the Council, and the other members of the Council are going to trust the judgment of the committee. We need to decide if we are going to trust our committees.

After further discussions, Mayor Van Orman called a recess at 7:00 p.m. for 10 minutes to complete taking pictures of the City Council. Meeting reconvened at 7:10 p.m.

Council Member Crump left the City Council Meeting at 7:12 p.m.

Council Member Olander, Council Member Langford, and Council Member Jenkins agreed to serve on the Community Development Committee, with Council Member Schuler serving as an alternate.

Mayor Pro Tem Sayrs, Council Member Crump, and Council Member Owens agreed to serve on the Finance /Human Resource Committee, with Council Member Langford serving as an alternate.

Council Member Langford, Council Member Schuler, and Council Member Jenkins agreed to serve on the Public Safety Committee, with Council Member Owens, as serving as an alternate.

1st Qtr. Priorities and Status Update

Doug Smith, Community Development Director, briefed the Council on where the City was with the 1st quarter goals. Identified were: the library/community center, whether to add an economic development plan, and a definition of recreational properties. He said economic development has been pushed off until June to allow more lead time to engage local businesses, and communicate the goals of the City. Discussions pursued regarding pushing the timeline out until June.

Doug Smith talked about the definition of Recreational Property - what does that mean, and how are we going to acquire the land. After discussions, Council Member Jenkins suggested a separate workshop meeting to review. Mayor Van Orman said to bring comments back to the City Council Meeting on February 19th as a Workshop Discussion item.

Council Member Crump returned to the Council Meeting at 7:30 p.m.

City Attorney Sean Boutz confirmed that the Standing Committees will be ratified at the next City Council Meeting on February 5th. Mayor Van Orman stated that after the February 5th meeting, the Community Development Committee will bring back to the City Council, in workshop forum (inaudible), in March or April.

Doug Smith gave a brief update on the Interstate Justification Report. The City has had conversations with the WSDO, Federal Highways, and the local Spokane Regional Transportation Group on how to move the process along. He advised that after weighing the options, the best thing is to look at the group in Idaho, and initiate something through the private sector. Mr. Smith stated that the work has been completed by the Spokane Regional Transportation Committee on the East Valley/Rathdrum Study.

After discussions, other items discussed were:

- Appleway/Molter Bid
- Rocky Hill
- Website Make-Over
- Arboretum Concept Designs with WSU
- Restructuring of City Hall
 - Cindy Smith, City Clerk
 - Ann Marie Gale, City Treasurer
 - Jessica Platt, Administrative Services Manager

After discussions on the restructuring of City Hall employees, Doug Smith said the current positions are all being covered by qualified personnel. Council Member Jenkins stated it is a great move, but a radical move and it merits someone looking into it in detail. Council Member Crump said he felt that the Finance Committee should work with staff. Discussions continued on the Organizational Chart. Mayor Van Orman said that at this point Doug Smith is the Chief of Operations. Council Member Langford said that the chart needed to be redone because the Chief of Police reports directly to the Mayor. Other items discussed were:

- Spokane Valley Bridge Closure at Barker Road (Mission Avenue)
- Meeting with Central Valley School District
 - Baseball Improvements
 - Updated Capital Facilities Plan
 - Impact Fees
- Walgreens New Construction
 - Underground Utilities (Avista)
 - Pedestrian Oriented Downtown City Center Design
 - Keeping with the goal of the Comprehensive Plan
 - Development Code states no strip malls – parking behind buildings
- Civic Center going out for a re-bid

Council Member Owens asked for an outline of the report, not the details but just the items discussed.

2nd Qtr. Priorities Discussions

Doug Smith said the 2nd quarter priorities will be presented at a later time.

Community Center / Library

Doug Smith explained the First Reading on the Bond Ordinance will be on February 5, 2008. The goal is to not only hear questions, but before we get to that point, we need to know that we have a consensus before February 19th on the overall shell of the project.

Mayor Van Orman said the City of Liberty Lake was asking for \$9.8 million, a consensus on the square footage of 23,500 square feet, and the possible extension of 2,350 square feet on the community center. She advised that the O&M for the library and community center is included in the Council's packet. Mayor Van Orman said a decision had to be made regarding what the terms should be for the Bond Ordinance, a 20-year, 25-year or 30-year.

Mayor Pro Tem Sayrs explained that the longer the term, the lower total dollars are going to be expended. There are more people with higher value of property in Liberty Lake, and that means that each individual year, the cost is lower, and more people end up paying for the bond. You are balancing total overall cost rate versus individual costs. Mayor Van Orman summarized that if the City would go 30-years, more people would be paying more for the bond in interest than if the City would go 20-years. Mayor Pro Tem Sayrs added that the rates would go down from \$.58 to \$.41 per thousand per year.

After additional conversations on the costs to the average property owner, and the bidding environment, Council Member Olander asked for additional information, breaking it down to the yearly cost to the property owner per thousand, and the grand total to the City.

Council Member Owens suggested that the levy be kept as low as possible, even though it is going to double the cost to City. She said that to sell a bond to this community and tell them it is going to last way down the road, the community was not going to like it. Council Member Owens said she wanted the 30-year mark. Council Member Crump suggested having the \$9.8 million spread over 20-years. He said the difference between 20-year and 30-year is a 43.3% increase and didn't feel the City would grow that much.

Discussion pursued on refinancing of the bond. Mayor Pro Tem Sayrs replied you can refinance at a lower rate, and if there was an increase in costs of more than 20% to 25%, the City has the option of scaling back.

Doug Smith explained the \$9.8 million is all inclusive. But there are some unanswered questions out there, questions that have gone unanswered, because we don't have all the answers.

After discussions on whether shelving and more books were included in the costs, Pamela Mogen, Director of Library Services, said she had talked to Ellen Ulbrick (Spokane County), who has built several of the libraries here in town, and she had recommended that the City estimate \$14.00 per square foot for furniture, fixtures, and equipment and then add 10% (inaudible). Ms. Mogen then discussed an Opening Day Collection which was what would be a basic service fee for the City's population.

After further discussions, Council Member Jenkins asked for a business plan (inaudible) on how much it is going cost. Council Member Langford said, "We have had 3 years to come up with a business plan and it should have been completed 2 years ago. The problem is because we are getting ready to ask people for money, now everybody is getting nervous. We got to get over it and just move on." Discussions continued on what was included in the turnkey project.

Mayor Van Orman reiterated what the City Council would like to have brought back to the February 5th meetings:

- What is included in the turnkey project?
- How much it is going to cost for a parking lot, sales tax, landscaping, and architecture, moveable and removable furniture.

Council Member Langford stated, "Council Members need to email back to the Building Committee what they wanted to see so we can get on the same page and get it done. The Committee will then take it back to the architect and get the answers."

Discussions pursued on the Bond Ordinance. Council Member Crump said it was important to explain that in Section 1 – Findings, it was noteworthy to say that the bond included both residents and property owners.

Communications

Mayor Van Orman asked if City Council Members would prefer using their first names, Mr. or Ms. or "*council member*". She also discussed:

- Weekly Staff Meetings with minutes sent to all office personnel
- Weekly Executive Meetings with Mayor Van Orman, Mayor Pro Tem Sayrs, Doug Smith, and Ann Swenson
- Website Improvements – Pictures with Bios, Ordinances, Resolutions, and Minutes
- Newsletters

Council Member Langford asked that a page saying who voted for / against the Ordinance and Resolution be added at the end of the document.

Mayor Van Orman asked how the City could better communicate with Council Members.

- Council Member Schuler - access to the documents sooner
- Council Member Jenkins - anything not in the packet, not considered
- Council Member Owens - paperless council packets
- Council Member Crump - prefer to receive a phone call if there is something on emails that you need to know; if there were no significant changes on Resolutions keep on it on the Agenda; and not say. "You're the last one I talked to, so ..."
- Council Member Langford – didn't want to hear "...it's on a need-to-know basis - if we don't have the right to know, why?"

TIF Funding

Doug Smith presented the TIF funding and how the City Council would like to proceed.

After discussions, Council Member Olander said, "The City Council needs to spend more time talking about the priorities, and finalizing the expenditures. It is property tax money from the area north of the freeway. We need to get together as a task force or a committee and talk about the projects and ask whether it is in line with what the citizens of the community want."

Council Member Jenkins responded this is a prime example of the high level, superficial understanding of a topic versus being an expert on it. Council Member Jenkins said we need a set of people who know this project inside and out.

Council Member Olander, Council Member Jenkins, and Council Member Schuler stated they would be Committee Members of the TIF. After further discussions about the Pedestrian Bridge, Mayor Van Orman sent it back to the

Community Development Committee for discussions and this will be brought forward again on February 5th.

Legislative Agenda

Doug Smith announced a meeting on January 29th at 7:00 a.m. for a briefing of the Legislative Conference in Olympia. After discussions on the elderly, Sex Offender Tracking, Council Member Jenkins moved the Legislative Agenda, seconded by Mayor Pro Tem Sayrs. Mayor Van Orman called for the vote. Motion passed. In Favor: Unanimous; Opposed: None

Individuals planning on attending the Legislative Conference are: Mayor Pro Tem Jenkins, Council Member Schuler, Council Member Sayrs, Mayor Van Orman, Council Member Langford, Council Member Olander, Jessica Platt, and Doug Smith.

CITIZEN COMMENTS

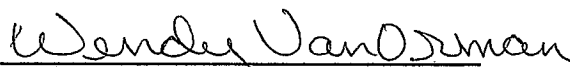
Jennifer Tomlinson said she appreciated the need for baseball fields in the City of Liberty Lake because the Comprehensive Plan says we need them. She asked when the City would sign the Memorandum of Understanding drafted by Central Valley and the City of Liberty Lake. Doug Smith replied certain obligations in the Memorandum of Understanding were mothballed.

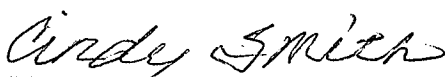
After discussions, Doug Smith said the City is meeting with the School District on Friday, January 25th. He stated he will get clarification from Central Valley and will report back to the Council at the next meeting, February 5th.

ADJOURNMENT

Upon motion, the Meeting adjourned at 10:10 p.m.

These Minutes are approved this 19th day of February, 2008.


Wendy Van Orman, Mayor
City of Liberty Lake


Notes and Transcription by Cindy Smith, City Clerk. This Council Meeting was audio taped. Anyone desiring to listen to the recording may contact the City Clerk.